
TOWN ADMINISTRATOR'S REPORT

July 2, 2019



ADMINISTRATION:

- Town Administrator (TA) Greg Johnson is developing a financial planning proposal for the consideration of the Selectmen and Finance Committee for the construction of a new Fire Station.
- TA Greg Johnson is developing a FY21 Budget model to inform his drafting of an initial Town Administrator Budget Message for departments to consider going into FY20.
- TA Greg Johnson participated in a “walk through” of the exterior and interior court yard of Green Meadow Elementary School to review the conditions of the grounds and develop priorities for preparation of the summer programming and fall semester.
- TA Greg Johnson is partnering with the School Administration to procure the services of a project manager to assist in the execution of the approved summer renovation plan for the Green Meadow Elementary School.
- The Town Administrator’s Office is developing the schedule for notification and Order of Taking procedure regarding the acceptance of Rockland Avenue.
- The Town Administrator’s Office is developing a consolidated list of current ongoing, consulting, on-call or long term contracts maintained by the town for the review by the Board of Selectmen.
- The Town Administrator’s Office is scheduling first-round interviews with candidates for the position of Director of the Department of Public Works (DPW).
- The Town Clerk’s Office will be closed July 5th and July 8th due to approved vacation.
- Town Hall is closed in observation of Independence Day on July 4th. Town Hall is closing early on Wednesday July 3rd at 2:00pm. Town Hall will be open on Friday, July 5th, for its regular hours.
- TA Greg Johnson and Assistant Town Administrator Megan Zammuto attended a Municipal Hearing Officer Training at the Stow Fire Academy. This training provides guidance to individuals who may support hearing appeals of violations of building and fire codes.
- TA Greg Johnson worked with DPW Staff to prepare a proposal for 2019 road repair and maintenance schedule. A proposal is expected to be presented to the Board of Selectmen for their awareness in the near future.

Council on Aging:

- The “Play/ Toy” Painting Project was inspired by a gift of stuffed animals to Sandy Wilensky, instructor of the Maynard Council on Aging Senior Watercolor class, to be used as painting subjects. This led to the seniors being teamed up with Green Meadow students for artistic interpretations. The children chose
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meaningful toys for their acrylic on canvas paintings and the seniors chose from the toys selected by the children for their watercolor paintings.

- This project has culminated in a show of 21 pairs of “Play/Toy” paintings that can be viewed in the Roosevelt Room at the Maynard Library from July 10-August 30. A reception will be held on Wednesday, August 28 from 6:00 to 7:00 p.m. This will be an exciting opportunity for the senior watercolor painters and second grade acrylic painters to meet each other. Maynard COA painting instructor Sandy Wilensky teamed up with Susan Arcelay, Green Meadow art teacher, and Deb Holly’s class of second grade students to complete this rewarding project.
- In preparation for our Cape Cod Canal Cruise on July 17, Maynard resident Andy Mitzcavitch gave a dynamic presentation on how the Cape was formed from a geological perspective. Complete with maps and diagrams, Andy gave us a picture of the past, present and future changes to the development of the Cape.



Fire:

- We have had 70 emergency requests for services since June 11, 2019.
- We have had 39 documented fire prevention activities since June 11, 2019, including inspections.
- We have had 25 in-house training events since June 11, 2019. Training remains focused on Firefighter on Probation Training.
- We have had 55 maintenance related activities since June 11, 2019.
- We have received the last pieces of equipment from the state-funded grant for fire station upgrades. We have scheduled a photo opportunity with Senator Eldridge for June 28th. This will provide us an opportunity to thank him for his support.
- We are in the midst of conducting a process to establish a firefighter hiring list.

Office of Municipal Services:

Planning/Zoning and Economic Development Update:

- Mass DOT granted a one year extension of Complete Streets grant awarded in 2018 for curb improvements in downtown. Work must be completed by June 2020.
- Greenstar Herbals (24 Main Street – behind Pleasant Café). Special Permit – approved by PB.
- 42 Summer Street - Site Plan + Special Permit approved by PB. 24 units (6 dedicated affordable).

- 42 Summer Street - Development Agreement approved by PB (necessary for bonus units at the subject property. Next step for DA will be the BOS.
- A production company recently approached the Town to inquire about filming a scene from the TV show Castle Rock in Maynard. The group is looking to film a scene in the Assabet River where they would put a professionally cleaned “dummy car” in the river. The group is currently scouting locations in Maynard and other surrounding communities. The Police Department and Fire Department have been notified and will be involved as we continue to explore this opportunity.

Conservation Division Update:

- The Conservation Commission held a public hearing in response to the Notice of Intent submitted for 22-24 Main Street, Green Star Herbals and approved an Order of Conditions (permit to do work within a resource area) for the work. The approved work included the reduction of impervious surface, the installation of landscaping at the front of the pre-existing building, the removal of invasive species, the creation of a rain garden, and the installation of oil and grease traps in the on-site catch basins. As part of the application, the applicant requested a waiver from the Maynard Wetland Bylaw Regulations for work within 50 feet of a bordering vegetated wetland, which was granted due to the mitigation measures on site, including the removal of the invasive species. The Commission also approved of the stormwater improvements on site, per the Maynard Wetland’s Administrative Bylaw. Overall, the Commission found that the work on site would improve overall stormwater performance while helping to combat invasive species on site.
- The Commission held a public meeting in response to the Request of Determination of Applicability submitted for 7 Shore Ave. A Request for Determination is submitted when an applicant wants to find out if proposed work in or near a resource area requires a permit through the Wetlands Protection Act. The proposed work included the construction of a garage within the 200 foot riverfront area. The garage would be constructed almost completely on a previously paved surface. The Commission determined that the work was exempt from the Wetlands Protection Act permitting requirement, since it is an accessory structure being constructed on pre-existing lawn and impervious surface more than 50 feet from the mean annual high water line of the river.
- The Commission held a public hearing in response to the Request of Determination of Applicability submitted for 15 High Street. The proposed work included the installation of a natural gas line in the front yard of the property. The Commission determined that the work was exempt from the Wetlands Protection Act permitting requirement since it is a new utility facility being installed within a residential yard.
- The Commission issued an Enforcement Order to the owner of 94, 96, and 100 Powder Mill Road. The Enforcement Order requires the owner to install appropriate erosion and sedimentation control on site and to then remove the junk and debris dumped on site. After speaking to the owner, the Agent believes that the debris removal will begin in the next few weeks.
- The Commission voted to approve the concept plan for the Thomas Street property, as part of the Development Agreement for 42 Summer Street. The concept plan includes a pathway down to the river’s edge, a small parking area, the removal of invasive species, the planting of native species, and benches and picnic tables. After the applicant has a survey completed for the property, he will submit a more detailed plan to the Conservation Commission for approval.

